

**PENNSYLVANIA STATE POLICE
REQUEST FOR INDIVIDUAL ACCESS AND REVIEW
NOT FOR EMPLOYMENT PURPOSES**

This form is to be completed in ink by the requester – (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester. A response may take four weeks or longer.

REQUESTER NAME	
ADDRESS	
CITY/STATE/ ZIP CODE	
TELEPHONE NO. (AREA CODE)	

**FOR CENTRAL REPOSITORY USE ONLY
CONTROL NUMBER**

**AFTER COMPLETION MAIL TO:
PENNSYLVANIA STATE POLICE
CENTRAL REPOSITORY – RCPD
1800 ELMERTON AVENUE
HARRISBURG, PA 17110-9758**

**ENCLOSE A CERTIFIED CHECK/MONEY ORDER
IN THE AMOUNT OF \$10.00, PAYABLE TO:
"COMMONWEALTH OF PENNSYLVANIA"**

**THE FEE IS NONREFUNDABLE
DO NOT SEND CASH OR PERSONAL CHECK**

(FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YYYY)	SEX	RACE

The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information contained in the files of the Pennsylvania State Police Central Repository only. Questions concerning the expungement process must be directed to the court of jurisdiction.

**Questions? Visit <https://epatch.state.pa.us> or
call 1-888-QUERYPA (1-888-783-7972), option 2**

ACCESS & REVIEW - NOT FOR EMPLOYMENT PURPOSES - AVAILABLE ONLY TO SUBJECT OF RECORD OR LEGAL REPRESENTATIVE.

MUST BE MAILED TO THE CENTRAL REPOSITORY WITH THE FOLLOWING:

- COPY OF GOVERNMENT ISSUED PHOTO ID FOR SUBJECT.
- LEGAL AFFIDAVIT OR LETTER OF REPRESENTATION (IF APPLICABLE).
- CERTIFIED CHECK OR MONEY ORDER IN THE AMOUNT OF \$10.00.

WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW - MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.